

Minutes of the Judiciary and Law Enforcement Committee - February 17, 2006

The meeting was called to order at 8:30 a.m. by Chair Mitchell. Supervisor Kipp led the committee with the Pledge of Allegiance.

Present: Chair William Mitchell, County Board Supervisors Kathleen Cummings, Keith Harenda (arrived at 8:36 a.m.), Mareth Kipp, Carl Seitz, David Swan; **Absent:** Jean Tortomasi

Staff Present: Legislative Policy Advisor Dave Krahn, Legis.Associate Sandra Meisenheimer

Also Present: District Court Administrator Mike Neimon, Clerk of Courts Business Mgr. Bob Snow, Deputy Inspector Steve Marks, Captain Kevin McDonald, County Executive Chief of Staff Allison Bussler, Risk Management Administrator Laura Stauffer, Public Works Director Rich Bolte, Building Operations Mgr. Mark Keckeisen, Employment Services Mgr. Sue Zastrow, Senior Human Resources Analyst Renee Gage, Senior Financial Analyst Andy Thelke, Architectural Services Mgr. Dennis Cerreta

Approve Minutes of February 3, 2006

Motion: Swan moved, second by Cummings, to approve the minutes of 2/03/05. **Motion carried 5 – 0.**

Correspondence

Copies of the 5 options for the Secure Courts Building were distributed for the committee's review.

Executive Committee Report by Bill Mitchell for Meeting of February 6, 2006

Mitchell reviewed items that were discussed and/or considered at the last meeting on Monday, February 6.

Future Meeting Dates

The next meeting is scheduled for Friday, March 3, 2006.

Security Incident Report Presentation

Neimon, Snow, Marks, and McDonald were present. A handout was distributed with information regarding the "Security Report and Campus Security Event Tracking." Snow stated there is a lot of work done to provide security and actually tracking what occurs. Going back a few years there was no information relative to incidents that occurred. Six to eight years ago, the Supreme Court identified the need for reporting security information. The Sheriff's Office now does this reporting which they present to the Security Facilities Committee, comprised of members of the judiciary, administration, county board chair, as well as emergency management, district attorney, and public defender. This committee then reports on an annual basis to the Supreme Court.

Snow said the Sheriff's Office goes through a lot of work preparing these reports so they tried to come up with a better way for them to capture information to show a better picture of what's going on to the Security Facilities Committee, County Executive and County Board. They talked with the Sheriff's Office and then put together a web application that can be accessed using the Internet or intranet. Ultimately, the Sheriff's Office will take this over.

Snow and Neimon gave a demonstration and showed the "Incidents in Progress" page which is color coded according to threat (1-4) and also has columns for date, officer, and action. They also explained the drop-down categories. Snow said this is the next generation of some of the computer applications. It will capture incident types, location of incident, location detail, focus of incident,

initiator of incident, weapons or contraband, injured/damaged, court case type, resolution of incident, citation number, and summary of facts. After the incident is created, it is reviewed and edited. Mitchell asked is this a lot quicker? Snow said yes. It eliminates writing everything out.

Kipp asked is there any particular reason why names are not used? Neimon said they felt that a person's name really wasn't important. The information needed is really about the incident itself. Mitchell asked when will this start? Neimon said they are within days to a week to finalize the program, and they are hoping to get all 2006 data in even though it is already February.

Status Update on Courthouse Security

Stauffer, Marks, Keckeisen, were present. Stauffer gave some background information. In 2002 they appeared before committees to share information about controlling access. At one point there were 34 doors open to this campus. In the last budget \$250,000 was put in non-departmental to staff the controlled access screening point. County Executive Vrakas vetoed \$50,000 out because he knew it wouldn't be up and running in January.

Stauffer said the draft policy (distributed with agenda) is an employee policy and a work in progress. One area they have been working on is "after hours security." It still is an open issue that hasn't been finalized. The other area they are still looking at is parking. The Parks and Land Use Department has been looking at exterior signage and what needs to be done differently. Stauffer also explained how card access will work. Employees who work here are exempt from screening which includes State employees (district attorney; assistant d.a.'s; judges). Others who also will not have to go through screening are the food service employees who arrive at 5:00 a.m. each weekday, and the housekeeping employees who work in the Administration Center. The companies who hire these people will have to do background checks on their employees.

Mitchell asked about FED EX and UPS deliveries. Stauffer said all deliveries will have to go through the loading dock behind the Administration Center where there will be a camera and one of the maintenance staff will let them in.

Kipp asked where is the money for redesigning the front lobby for access screening? Keckeisen said the first year they expect to have some challenges. There is a project in the capital plan to redo the lobby but they need to get some experience before they invest in the design and invest any capital dollars. He stated there is \$1/3 million in the project right now. They will have to hire a consultant along the way.

Motion: Swan moved, second by Cummings, to have Judiciary & Law Enforcement Committee Chair Bill Mitchell ask County Board Chairman Jim Dwyer to draft a resolution supporting increased security in the Waukesha County Courthouse and Administration Building. **Motion carried 5 – 1; Kipp voting no.**

Consider Proposed Ordinance: 160-O-119 Approve Salary Range Changes for Medical Examiner and Pathologist and Modify the Medical Examiner 2006 Budget

Zastrow, Gage, and Thelke were present. Zastrow distributed handouts and explained the salary survey of several counties and salary proposals. She stated that the pathologist position is currently open. There are very few forensic pathologists in the country, and it is necessary to have a competitive salary.

Motion: Harenda moved, second by Swan, to approve Ordinance 160-O-119. Swan asked is the Medical Examiner allowed to contract privately? Zastrow said she believes she is allowed to do it but doesn't think she is doing very much of it. Zastrow said a higher range is also being recommended for the Medical Examiner. **Motion carried 6 – 0.**

Status Update on the New Jail

Cerreta gave an update on the jail. He distributed a spreadsheet on costs and remaining balances for budget & concept, AE & CM services, construction fund, general requirements, FFE fund, and contingency fund. Cerreta said there are 121 contractors which include 29 prime contractors. There's one issue plus two minor issues left to finish up from all of these contractors so he is quite happy about that. The bottom line remaining balance is \$43,058. Pending change order requests are at \$79,730. Cerreta said the project is 99.5% complete with about 200 punch lists items that still need to be completed ranging from electrical items to some control issues. The biggest issue is with the correctional security equipment company, who has a contractor who is responsible for the leaf doors on the jail doors themselves. The paint is chipping off and involves about 300 doors. The painter also needs to come back for about 25 items, and the caulking guy needs to return for various small items.

Legislative Update

Krahn said the small claims bill which is being watched carefully because of the increase in workload was approved and amended in Joint Finance Committee on Tuesday, 2/14. It doesn't go to \$10,000 but to \$7,500. Also added to this bill are increases of other fees for Guardian ad Litem's (GAL) and for interpreters. However, the bill might not make it through the whole process.

Krahn said the other big item is TABOR or the Taxpayer Protection Act. There may be changes to the bill before it is finally approved by both houses.

Motion to adjourn: Cummings moved, second by Harenda, to adjourn the meeting at 10:32 a.m. Motion carried 6 – 0.

Respectfully submitted,

Mareth K. Kipp
Secretary

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